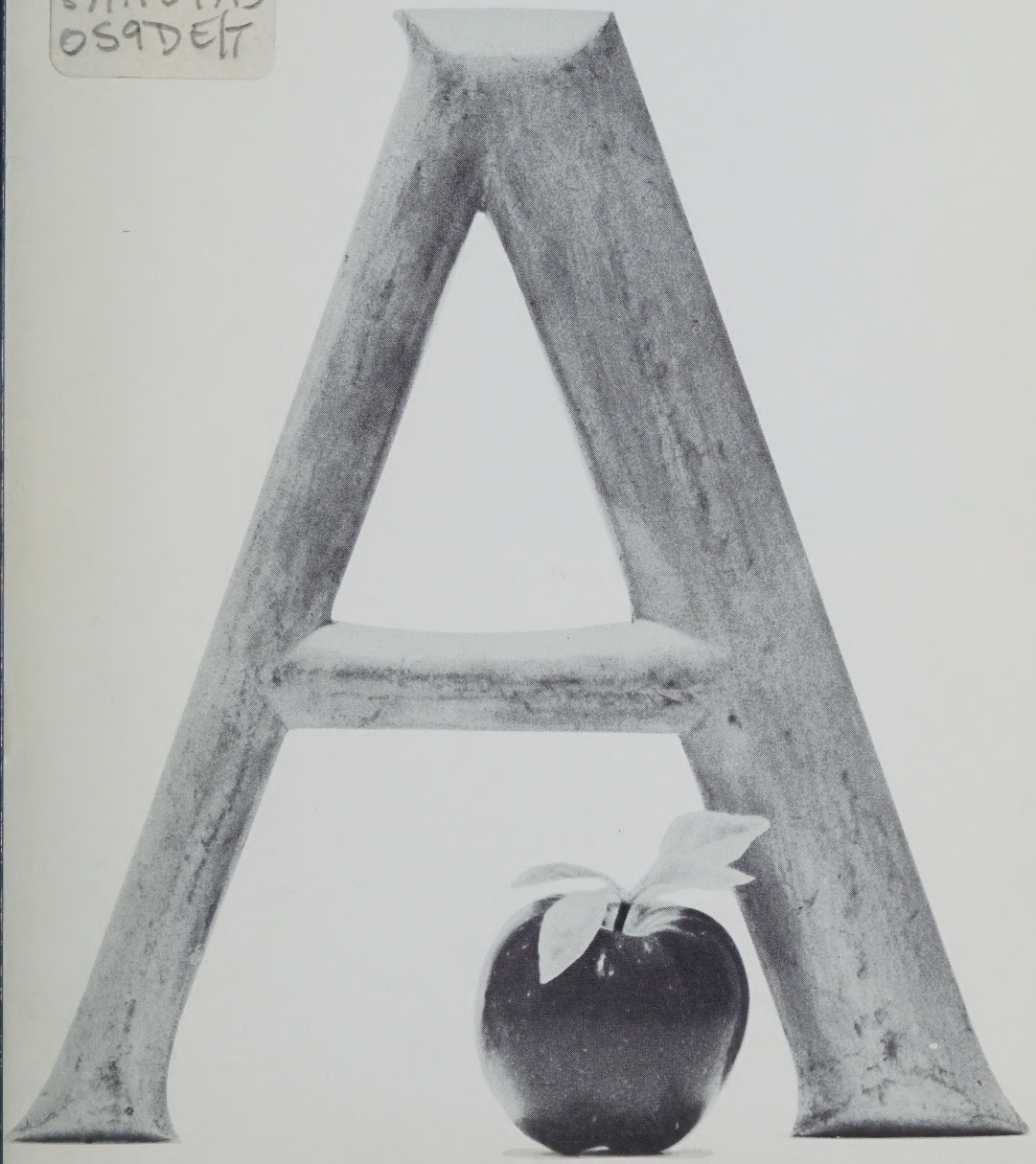
Ontario
Department of
Education
1967

Teaching in the Elementary Schools of Ontario

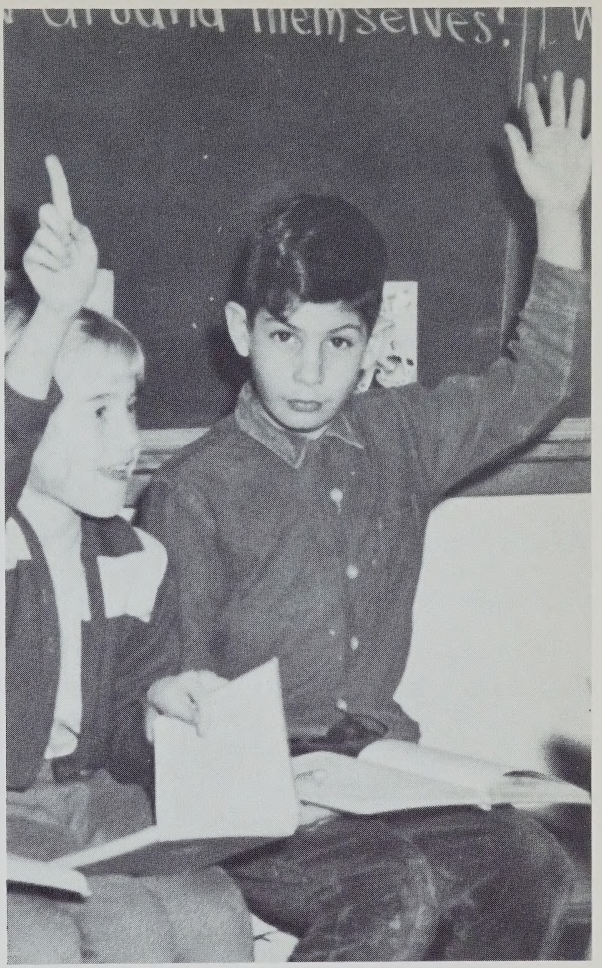
OHEC
371.109713
OS9DE/T



Digitized by the Internet Archive
in 2025 with funding from
University of Toronto

https://archive.org/details/teachinginelemen00onta_18

Teaching in
Elementary Schools



Contents

Choosing Your Career 1
Opportunities in Teaching 2
Requirements for Teaching 3
The Teacher's Task 5
Salary, Tenure, Leave, Retirement, Bursaries and Loans 6
Summer Courses 8
The Education of a Teacher 10
If You Decide to Enrol at a Teachers' College 12
Appendix 14

Choosing Your Career

If you expect to graduate in the near future from high school, you should soon be ready to make a most important decision – your choice of a career. The advice of your parents and your guidance counsellors, as well as careful consideration of your own abilities and skills, will help you to decide wisely. Your choice may well determine how you will spend a great deal of your life.

Have you considered the occupation of teaching ? No school system can be better than its teachers and the children of our land deserve the best possible instructors. Here is an opportunity for you to serve your community and your country in the education of its future citizens. If you think you would like to work with young children to help them to learn, to advise them in growth of character, and to guide them during their years in school, perhaps teaching would be a suitable career for *you*.

This booklet has been prepared to provide you with information and help. Read it carefully – study it – think about teaching as a career – ask questions about it. Then it's up to you !

Opportunities in Teaching

The future greatness of any nation lies in the hands of those who teach its youth.

- In September, 1966 there were more than 45,000 teachers in the elementary schools of Ontario.
- Over 2,000 new teachers were added to the teaching staff last year to take care of increased enrolment of pupils in the schools.
- Some 6,000 or more new teachers are needed each year to replace those who retire on superannuation or those who withdraw from the profession.
- A continued demand for teachers is ensured by the increasing population of the Province.
- Supervisors, principals, inspectors, superintendents, and Teachers' College staff members are drawn from the ranks of successful teachers.

A Teaching Career Offers You

- Interesting work with children
- Membership in a respected profession
- Opportunities for self-improvement
- An opportunity for service

Requirements for Teaching

They are happy men whose natures sort with their vocations.
Bacon

If your nature sorts best with teaching, you should have little difficulty in answering *yes* to the following questions :

– Do I enjoy the company of children ?
– Do I like to study ?
– Have I good physical and mental health ?
– Have I high ideals and good moral character ?
– Have I an enthusiastic and cheerful disposition ?
– Can I exercise self-control at all times ?
– Have I a sense of humour ?
– Can I accept criticism and profit by it ?
– Have I a sense of responsibility ?
– Do I like to exercise my own initiative ?
– Am I trustworthy in all things ?

If you have been able to answer *yes* to most of the above questions, a career in teaching may be your goal. Other requirements, in brief, are :
a) standing in Grade 13 English and five additional credits.

Notes
For admission to a Teachers' College, History, Physics, Chemistry, Algebra, Geometry, Trigonometry and Statics, Biology, Accountancy Practice, Secretarial Practice, Mathematics of Investment, Music, Geography, and Art count as one credit each ; the languages and Mathematics A receive two credits each ; a combination of Mathematics A and Mathematics B counts as three credits.

An applicant may not claim more than two credits for his standing in any one language ; more than three credits for his standing in Mathematics ; or more than two credits for any combination of Botany, Zoology, and Biology.
b) acceptance by a Teachers' College Committee of Selection ;
c) before final admission to the Course, each applicant is required to have a chest x-ray. Arrangements for this will be made at the course during the opening weeks of the term. In the event of rejection of the applicant as a result of the chest x-ray, the Department of Education will pay to the applicant (1) the actual cost of return transportation (railway coach or bus) between the Teachers' College centre and the applicant's place of residence in Ontario, and (2) a sum calculated at the rate of $1.00 a day from the date the applicant began attendance at the course until the

date the applicant was notified by the Principal of his rejection ;

d) a certificate of good character ;

e) evidence that the applicant is a Canadian citizen or a British subject with 'landed immigrant' status. (An applicant who is not a Canadian citizen or a British subject with 'landed immigrant' status must submit evidence that he has filed with the Canadian Citizenship Court of his district a declaration of intention to become a Canadian citizen.)

For additional information regarding

- Standing accepted as equivalent to Grade 13
- Application by candidates not now in secondary school
- Application by candidates educated outside of Ontario, see page 14 of this booklet.

The Teacher's Task

A teacher has many and varied tasks – helping children to acquire wholesome attitudes, good habits of thinking, useful knowledge, and practical skills. He guides his class through the daily routine of classroom work, teaches lessons, marks and evaluates pupils' work, keeps records, discusses the pupils' problems with their parents, works in close co-operation with principals and supervisors, attends professional meetings, and takes charge of after-school activities. These duties demand the best that a person can offer.

Every school child is different ; each has his own needs, his own interests, and his own capacities. It is the teacher's task to meet those needs and interests and so to satisfy those capacities that the child may develop 'in wisdom and stature, and in favour with God and man'.

In actual classroom work the teacher spends from 25 to 30 hours each week working directly with his pupils. Outside activities in preparing class work, evaluating pupil progress, and helping with student activities may take another 10 to 15 hours. From September to June of each school year, a teacher's regular work averages about 200 days. The rest of the year a teacher may spend attending summer courses, or university summer schools, relaxing or travelling.

If you decide to become a teacher, you will find many rich rewards. There are the satisfactions of working with children, watching your pupils progress through school and life and helping young people to strengthen attitudes and develop positive character. Henry Brooks Adams summed it up when he said 'A teacher affects eternity ; he can never tell where his influence stops.'

Salary, Tenure, Leave, Retirement, Bursaries and Loans

What Salary Will a Teacher Receive?
As individual school boards fix salary payments for schools under their jurisdiction, teachers' salaries vary from community to community. In the first year of teaching, the salary will probably be from $3,400 to $4,400 or better. Teachers with experience and improved qualifications can earn from $6,000 to $10,000 or more per annum.

How Secure Is a Teacher's Position?
Security of tenure is assured by a contract between a teacher and a school board and, in most schools, progress to higher salaries is outlined by an agreed schedule of annual increases. All teachers become members of the Ontario Teachers' Federation which among other objectives seeks to promote and advance the interests of teachers and to secure conditions to make possible the best professional service.

What Leave Does a Teacher Get?
School law protects teachers from loss of salary through illness for 20 school days in each year. Some school boards have cumulative sick-leave plans which protect teachers from loss during a longer period if they have not used up the sick-leave allowance in previous years. Teachers have vacation months in July and August and are on holiday leave for approximately one week at Christmas and one week at the close of the second term.

What Superannuation Will a Teacher Receive?
Every teacher pays 6% of his salary into a Teachers' Superannuation Fund to which the Provincial Government also makes contributions. Money paid into the fund by a teacher is returned to him if he leaves teaching before being superannuated. There are several types of pension benefits, some of which are more fully outlined on page 15.

What Will a Course at Teachers' College Cost?
No tuition fees are charged at Teachers' College. The cost of textbooks, notebooks, and supplies should not exceed $75 for the year. Students' organizations usually collect fees to defray the cost of extra-curricular activities, but the total for these purposes is not likely to exceed $12. If you do not live in a city where a Teachers' College is located, you will have the added expense of room and board.

What Financial Aid May I Obtain ?

A student planning to attend a Teachers' College may apply for financial assistance under the Province of Ontario Student Awards Program. Full details concerning this program are available from the Awards Officer, Department of University Affairs, Suite 700, 481 University Ave., Toronto 2, or from the Principals of the Teachers' Colleges.

An Ontario Scholarship in the amount of $400 will be awarded to every student who obtains an average of at least 80 per cent in achieving seven credits at the Grade 13 examinations in June, 1967. Two of the credits must be in English or *français.* As the award is made automatically to all who achieve the necessary academic standing, no application is necessary.

The O.E.A. Elementary Teachers' Loan Fund provides a limited number of interest-free loans to students enrolled at the Hamilton, Lakehead, Lakeshore, London, North Bay, Ottawa, Peterborough, St. Catharines, Stratford, Toronto, and Windsor Teachers' Colleges. Information regarding these loans is available from the Deputy Minister of Education, 44 Eglinton Avenue West, Toronto 12, Ontario, or from the Principals of the Teachers' Colleges.

Summer Courses

For an ambitious teacher, the summer vacation provides opportunities for further study and the improvement of qualifications. There are two roads onward for the elementary-school teacher, (1) the university route leading to an Arts degree, and (2) summer courses operated by the Ontario Department of Education. The Teachers' College graduate ordinarily receives an Elementary-School Teacher's Certificate, Standard 1. Through summer courses and university study, the young teacher may proceed, through Standards 2 and 3, to the Elementary-School Teacher's Certificate, Standard 4, for which a B.A. degree is necessary. Further information regarding the four levels of the Elementary-School Teacher's Certificate may be found on page 16 of this booklet.

University Study

The universities of the Province offer teachers an opportunity to qualify for degrees through extramural study and attendance at summer school sessions. Promotion to a principal's position or to a supervisory post usually requires a degree, as does the position of a teacher in the secondary schools.

The Ontario Institute for Studies in Education offers, to teachers with acceptable degrees, programs leading to graduate degrees of Master of Education, Doctor of Education, Master of Arts, and Doctor of Philosophy.

Department of Education Summer Courses

Summer courses are conducted by the Ontario Department of Education for the preparation of teachers of certain subjects or classes. These courses do not lead to degrees, but they are sometimes recognized by school boards by salary increases or by special appointment or promotion. Many of the courses offer specialist standing in various subjects of the elementary school program. Summer courses are usually offered in the following fields :

- Art
- Audio-Visual Aids
- Auxiliary Education
- Elementary-School Teacher Librarians
- Grade 13 Subjects
- Guidance
- Intermediate Education
- Junior Education
- Industrial Arts
- Language Arts
- Mathematics, Primary Junior and Intermediate Divisions
- Music
- Physical and Health Education
- Primary Methods
- Teaching French to English-Speaking pupils in Elementary Schools

The Education of a Teacher

The work at a Teachers' College falls naturally into two divisions : (1) the study of teaching methods, together with related academic work, and (2) observation and practice teaching.

In all courses at the College, educational psychology, which includes child study, mental health, and general methodology, receives attention along with school management, which concerns the business affairs of the school and classroom. Each subject of the elementary school curriculum is reviewed from the standpoint of the teacher to show how the subject may best be presented to children.

Teachers, like other people, learn by doing, and opportunities are given early in the first term for student teachers to observe regular classroom teachers at work in the schools. Practice teaching begins early in the first term, and consists of five orientation lessons, one each week for five weeks, and – distributed throughout the year – approximately eight weeks of continuous classroom experience. The continuous teaching program permits a student-teacher, in partnership with a fellow student, to work under specially chosen teachers in the urban and rural schools of the College district.

All Teachers' Colleges have interesting extracurricular activities. There are musical evenings, athletic nights, inter-college meets, excursions, and informal and formal parties.

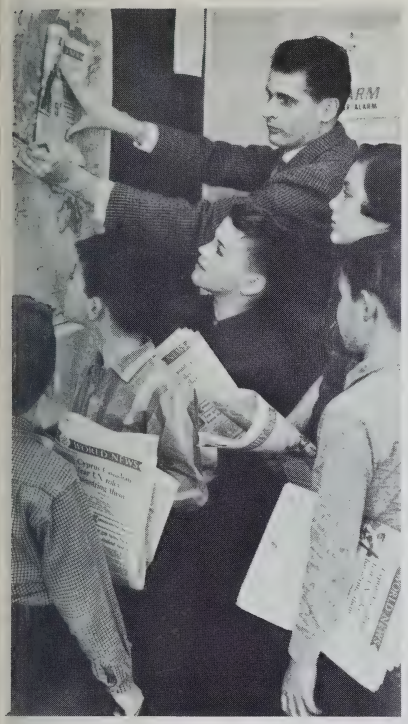
Teaching Certificates

Students in each of the College courses who pass in practice teaching and in the written examinations at the end of their College course will receive an Interim Elementary-School Teacher's Certificate, Standard 1, 2, 3, or 4. The certificate will be made permanent on the recommendation of the school inspector concerned when the teacher has completed two years of successful teaching in the public or separate schools of the Province of Ontario.

For additional information regarding the four levels of the Elementary-School Teacher's Certificate see page 16.

The Sudbury Teachers' College and The University of Ottawa Teachers' College

The courses offered at the Sudbury Teachers' College and the University of Ottawa Teachers' College prepare students to teach in elementary school classrooms attended by French-speaking pupils where, with the approval of the Minister, both English and French are used as languages of instruction in various subjects of the courses of study. The addresses of these Colleges are listed on page 13 of this booklet



and the admission requirements are outlined on page 15.

Primary School Specialist Certificate Course
Girls who wish to specialize in the work of junior or senior kindergartens, or the primary grades, may take the Primary School Specialist Certificate Course at Toronto, Hamilton, or Ottawa Teachers' College. Applicants for this course must hold :
a) an Elementary-School Teacher's Certificate *or* a university degree approved by the Department of Education ;
b) proficiency at the piano satisfactory to the Master in Music at the Colleges concerned. (The approximate level of proficiency is comparable to that expected of a student who has completed Grade 8 at the Royal Conservatory of Music, Toronto.)

For further information regarding this course, write to the Principal of the Teachers' College concerned.

Experimental Courses for Graduate Students
Special courses for applicants with university degrees were offered, in 1966-67, at the Hamilton, Lakeshore, London, Ottawa and Toronto Teachers' Colleges. Applicants interested in these courses should inquire about them from the Principal of a Teachers' College or from the Deputy Minister, Department of Education, 44 Eglinton Ave. W., Toronto 12.

Teaching French to English-Speaking Pupils
In 1966-67, Teachers' Colleges at Hamilton, Lakeshore, London, Ottawa, Toronto, and Windsor provided courses for applicants with Grade 13 French and satisfactory oral French speech in the teaching of French to English-speaking pupils of the elementary schools. Applicants interested in these courses should inquire about them from the Principal of a Teachers' College or from the Deputy Minister, Department of Education, 44 Eglinton Ave. W., Toronto 12.

Vocal Music Course
In 1966-67, Teachers' Colleges at Hamilton, Lakeshore, London, North Bay, Ottawa, Stratford, Toronto and Windsor provided courses leading to an Elementary, Type B, Certificate in Vocal Music. For further information concerning this course write to the Principal of the Teachers' College concerned or to the Deputy Minister, Department of Education, 44 Eglinton Ave. W., Toronto 12.

If You Decide to Enrol at a Teachers' College

Inform the Principal of your High School of your interest in applying for admission to a Teachers' College. If you are not attending high school, write to the Principal of the Teachers' College in your district.

About May 1, write to the Principal at the College in your district asking for an application form for admission to Teachers' College if you have not already received this form on the occasion of your interview with the Teachers' College Selection Committee.

Send the completed application form to the Principal of the Teachers' College *before August 15*. Enclose with it the following : proof of age, character certificate, evidence of academic standing. *Your application is not completed until you have supplied all of these.*

If you fail in any secondary school examination and are appealing the result, apply for admission without waiting for the result of your appeal. Your application will receive attention when your appeal is settled.

Students are required to attend the Teachers' College in their own districts unless proof is submitted with an application that it is to their financial advantage to attend in a different centre. Colleges are located in Hamilton, New Toronto (Lakeshore Teachers' College), London, North Bay, Ottawa, Peterborough, Port Arthur (Lakehead Teachers' College), St. Catharines, Stratford, Toronto, and Windsor.

About August 1, write to the Principal of the Teachers' College in your district and ask for a list of approved boarding houses if you must live away from home while you attend College.

In due time you will receive an admission card to the Teachers' College to which you have been assigned. *Take the card with you on opening day,* the second Tuesday in September.

The addresses of the Teachers' Colleges are as follows :

Hamilton Teachers' College, King Street West, Hamilton.
Lakehead Teachers' College, Oliver Road, Port Arthur. Postal Address : P.O. Box 1197, Port Arthur.
Lakeshore Teachers' College, 3199 Lake Shore Boulevard West, New Toronto.
London Teachers' College, Western Road, London.
North Bay Teachers' College, P.O. Box 270, North Bay.
Ottawa Teachers' College, 195 Elgin Street, Ottawa.
Peterborough Teachers' College, 100 Benson Avenue, Peterborough.
St. Catharines Teachers' College, c/o Brock University, 390 Glenridge Road, St. Catharines.
Stratford Teachers' College, Water Street, Stratford.
Sudbury Teachers' College, Room A211, Laurentian University, Ramsey Lake Road, Sudbury.
Toronto Teachers' College, 951 Carlaw Avenue, Toronto 6.
University of Ottawa Teachers' College, 115 Wilbrod Street, Ottawa.
Windsor Teachers' College, 600 Third Concession Road, Windsor.

Appendix

Admission Requirements for One-Year Course

The academic requirement in September, 1967, may be found on Page 3, paragraph (a). In lieu of this academic requirement, an applicant may submit evidence of a degree from a university in the British Commonwealth, approved by the Ontario Minister of Education, or one of the following:

i) the Qualifying University Year at Carleton University, including English 10;
ii) the Preliminary Year at the Laurentian University of Sudbury provided that the course includes English 1, or English 2 and 3;
iii) the Pre-University Year at the University of Ottawa, including English 0402 and 0422.
iv) the Preliminary Year at Waterloo University College of Waterloo Lutheran University, including English 10;
v) the Preliminary Year of the affiliated colleges of the University of Western Ontario, including English;
vi) the Preliminary Year at the University of Windsor, including English 5;
vii) the Two-year Course in Home Economics at Ryerson Polytechnical Institute;
viii) the Two-year Course in Pre-School Education at Ryerson Polytechnical Institute.

The Teachers' College course for applicants admitted under (vii) above will be offered at Toronto Teachers' College only.

Applicants Not Now in Secondary School

If you are not now in High School and wish to become an elementary-school teacher, write to the Principal of the nearest Teachers' College stating that you wish to attend a Teachers' College and asking for an application form.

Applicants Educated Outside of Ontario

If your secondary school education was obtained outside the Province of Ontario, you should write to the Registrar, Department of Education, 44 Eglinton Ave. W., Toronto 12, enclosing evidence of your educational standing and stating that you wish to attend a Teachers' College.

Committees of Selection

Each Teachers' College has a Committee of Selection to interview prospective candidates for the teaching profession. The Principal of the College is Chairman of this Committee and members are drawn from the College staff, local inspectors, and representatives of the Teachers' Federation. A member of the Committee of Selection will visit each High School during the January to June term to meet students who are interested in teaching. If you have met such a person,

you have already been interviewed by the Committee. If you were unable to meet a representative of the Committee, you should get in touch with the Principal of your district Teachers' College to arrange a suitable time for an interview.

Special Requirements for the Sudbury Teachers' College and the University of Ottawa Teachers' College

1. The One-year Course
For admission at the Sudbury Teachers' College and the University of Ottawa Teachers' College to the One-year Course leading to the Interim Elementary School Teacher's Certificate, an applicant will be required to submit evidence that he holds standing in Grade 13 English and *français*, and three additional credits. For credits, see page 3, paragraph (a) under *Notes*.

An applicant may submit, in lieu of the Grade 13 standing outlined for this course, evidence of successful completion of the Pre-University Year at the University of Ottawa provided that the course includes English 10 or 13 or *Anglais* 0422 and *français* 0412 and *français* 0432 or evidence of successful completion of the Preliminary Year at the Laurentian University of Sudbury provided that the course includes English 1 or English 2 and 3, and *français* 1 or *français* 2 and 3.

2. The Two-year Course
For admission to this Course, an applicant will be required to submit evidence that he holds the Secondary School Graduation Diploma of one of the Branches of the Five-year Program or of the General Course with at least four options. One of the options for any Diploma must be *français*.

Superannuation Fund
As noted on page 6, every public or separate school teacher in Ontario pays 6% of his salary into a superannuation fund which also receives contributions from the Government of Ontario. Full pensions are granted to teachers who complete forty years of service at any age, or who have taught thirty-five years and have reached the age of sixty-two years. Pensions of lesser amount are payable to teachers with from thirty to thirty-five years of teaching experience, and also to teachers of at least sixty-two years of age who have twenty-five years of teaching experience, provided that five of these years have been taught after the age of fifty-five. The amount of the annual pension depends on the number of years of contribution and on the average salary of the best seven years

of teaching. Teachers who are incapacitated by illness after at least fifteen years of service may also qualify for a pension under certain conditions.

Certification of Elementary-School Teachers
There are four levels of Elementary-School Teacher's Certificate.
Elementary-School Teacher's Certificate, Standard 1 (EST 1)
Elementary-School Teacher's Certificate, Standard 2 (EST 2)
Elementary-School Teacher's Certificate, Standard 3 (EST 3)
Elementary-School Teacher's Certificate, Standard 4 (EST 4)

Standard 1 Certificate
Graduation from an Ontario Teachers' College course other than the Experimental Courses and the Primary School Specialist Certificate Course.

Standard 2 Certificate
Standard 1 Certificate or equivalent;
Credit in *five* approved university subjects beyond Grade 13 for each of which, to a maximum of five, successful completion of a five-week Ontario Departmental summer session may be substituted.

Standard 3 Certificate
Standard 1 Certificate or equivalent;
Credit in *ten* approved university subjects beyond Grade 13 for each of which, to a maximum of five, successful completion of a five-week Ontario Departmental summer session may be substituted.

Standard 4 Certificate
Standard 1 Certificate or equivalent;
B.A. or B.Sc. degree from an Ontario university or a degree which the Department of Education deems equivalent thereto.

JOY TO